

SHELTON STATE COMMUNITY COLLEGE LIBRARY
MEMORANDUM

TO: Charles Payne
FROM: Debbie Grimes
RE: Fredd Campus Library Services
DATE: November 22, 1994

Here is an update on library services to the Fredd Campus.

1. The Fredd Foundation has agreed to provide \$10,000 to fund the extension of the library computer system from the Skyland Campus to the Fredd Campus. Initial planning for this project has begun.
2. Dean Howington, Dean Fredd, Louise Lewis, and Debbie Grimes met to discuss changes in current practices and policies related to library and media services on the Fredd Campus.
3. S.N. Gaines, Media Technician, has been assigned to the Library Staff under the supervision of Debbie Grimes, effective November 1. His duties, which are included in a revised job description, were discussed with other library personnel who provide AV services. Mr. Gaines has participated in one library staff meeting. A handout is being developed for faculty members on each campus.
4. A classroom has been designated on the Fredd Campus to be set aside for library services. When this has been officially completed, Debbie Grimes will begin acquiring materials and furnishings for this facility.
5. Programs that will be housed on the Fredd Campus after the Fifteenth Street Campus is closed have been identified by the Vice President. Debbie Grimes will begin to develop a program of library services based on these changes.